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### FOR THE

### CIA CAREER SERVICE BOARD

29th Meeting, Thursday, 29 April, at 4:00 P. M. DCI Conference Room, Administration Building

- 1. Minutes of the 28th meeting; (attached) for approval.
- 2. Staff Study, "Career Development of Junior Personnel", dated 16 April 1954; (distributed previously) for continued discussion and approval.
- 3. Selection of candidate to attend the Advanced Management Program, Graduate School of Business Administration, Harvard University.
- 4. Selection of candidates to attend the Army, Navy and Air Service Schools.
- 5. New business.

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# CIA CAPEER SERVICE BOARD

28th Meeting, Thursday, 22 April, at 4:00 P. M. DCI Conference Room, Administration Building

Present: Messrs. Lyman B. Kirkpatrick, Inspector General, Chairman Matthew Baird, Director of Training, Member 25X1A Member Lawrence R. Houston, General Counsel, Alternate for the ADD/A, Member 25X1A DAD/O, Member 25X1A AD/Communications, Member narrison G. Reynolds, AD for Personnel, Member 25X1A Chief, Administrative Staff, DD/P, Alternate for DD/P, Member 25X1A SA/DD/I, Alternate for DD/I, Member George E. Melcon, DAD for Personnel, Guest cutive Secretary ariat Reporter

- 1. The Board approved the minutes of the 27th meeting, held 15 April 1954, without change.
- 2. The Board continued the consideration of promotion policy which had been initiated at the previous meeting, and considered the redraft of the proposed regulation that had been prepared by a committee of the Board on 20 April 1954. The Board discussed this draft in detail and the suggested amendments proposed by nd approved in final form a regulation on promotion that took into consideration the various proposals submitted, (attached hereto). It was agreed that the DD/A would be requested to effect immediate publication without further Agency coordination. It was further agreed that this policy would be effective on a trial basis during which time the Office of Personnel would, upon receiving a recommendation for promotion, review the cases of other Agency employees of that or the next higher grade to see whether any of them were equally or more fully qualified for the promotion. Mr. Reynolds stated that he would try this program but if he felt it was not working, he would recommend the necessary modifications.

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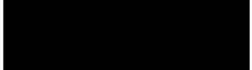
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- 3. The Board then turned to the Staff Study, "Career Development of Junior Personnel", dated 16 April 1954, from the Task Force on Career Development of Junior Personnel. Due to the inadequate time available the discussion was confined chiefly to the proposed method for slotting such personnel; the discussion is to be continued at the next meeting.
  - 4. The meeting adjourned at 5:07 P.M.



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Executive Secretary

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